

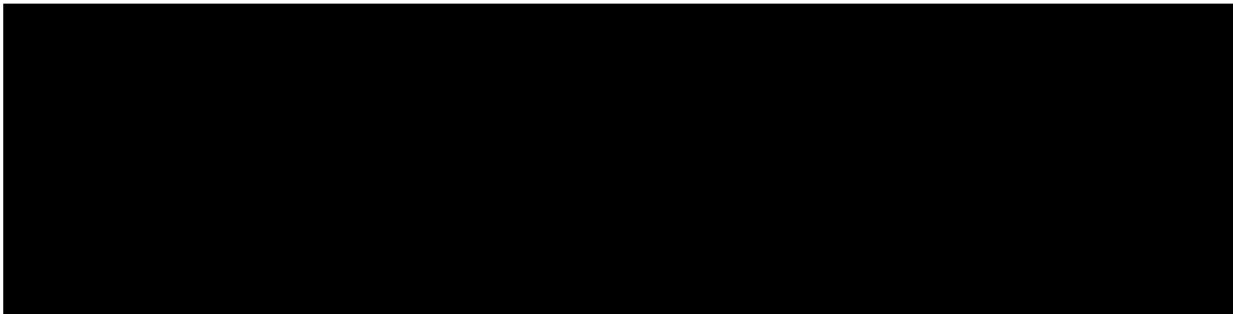
CLANDESTINE SERVICE SUPPORT OFFICERS' MEETING

DDS Conference Room

2 September 1970

1. Present were:

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2. Items of interest at the DDP Staff Meeting:

- a. The Director and Deputy Director were in San Clemente yesterday.
- b. Educational Aid Fund DDP called attention to the Employee Bulletin dealing with the Educational Aid Fund and stated that he had written to each CS Component chief urging that CS personnel participate fully in this year's EAF drive.
- c. Longevity Awards Ceremony The Annual Awards Ceremony on the Agency's 23rd anniversary will be held in the auditorium from 11:00 to 12:00 on 18 September 1970. The Director will have a few remarks and will leave about 30 minutes for questions and answers. Each Component has been given a quota of seats to be occupied by some of their employees who are due 10, 15 or 20 year certificates.
- d. Advanced Operations Course The next advanced operations course is scheduled for 28 September and we have only 12 candidates for the 24 slots available. DDP requested that Components name 12 additional candidates right away. The course literature indicates that the course is given for operations officers going to the field -- DDP stated that the emphasis should

be on those going to the field, he thought that some returning from the field should also be included.

e. The President and his staff will be returning to Washington on 8 September.

f. [REDACTED] is now back working part time and should return full time after Labor Day.

3. Items of interest at the DDS Staff Meeting:

a. DDS will be on leave next week.

b. FY 1972 Budget The Deputies met last Friday to discuss where the Agency might take the \$47 million in FY'72 cuts which BOB has proposed. In this regard DDS noted that quite a few services would have to be reduced or eliminated if the cut holds, and certain services would be provided only if the Component requesting them put up the money. The Director plans however to present our full FY'72 budget to Congress. We won't receive the results from Congress until sometime in November 1970.

d. Flu Vaccinations Dr. Tietjen mentioned the all Employee Bulletin on flu vaccinations for this year and plans to give the first shot only on the 14th of September with the booster shot being scheduled for 16 November. Since most people will need only a booster you would have two days on which to get it. If a person needs both shots and is absent on the 14th of September, Dr. Tietjen suggested that the person get in touch with the immunization office but he cannot promise to have adequate vaccine except on the two days mentioned.

e. Income Tax Withholding From Annuity Checks Mr. Bush stated that the Civil Service Commission is moving ahead in the plans to have a system of voluntary withholding of federal income tax from annuity checks beginning January 1971. Whatever the Commission adopts for Civil Service Retirement System participants will be adopted by the Agency for those retired under CIARDS. Mr. Bush emphasized that the proposed voluntary nature of this withholding will call for the retiree to make his own estimate of his tax obligation. Nothing less than \$5.00 per month will be deducted.

f. Personnel Changes in DDS&T Mr. Duckett announced that Mr. John Crowley, Director of OSP, will be retiring 31 December 1970 and will be replaced by a scientist brought in from the outside. Mr. Duckett also announced that [REDACTED] will be moving from his position of Deputy Director of OSP to become Deputy Director of OEL effective 8 September 1970.

g. Minority Groups and Women [REDACTED] briefly discussed the Agency's obligations in connection with minority groups and women. He pointed out that the Executive Director was required to review employment of minority groups and women and to report to the Civil Service Commission. Employment statistics must be maintained which is a departure from longstanding practice of not recording race. No targets or quotas have been established for the hiring, development or promotion of minority groups and women.

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h. Records Management Task Force Mr. Bannerman announced that there is an Agency task force to be headed by [REDACTED] to make a complete review of the reports we make and the way we manage our papers. Each Directorate will have a representative on the Agency task force and in turn each Directorate will have a sub-task force to examine the records and paper processes of its own. This is a requirement which the President placed on all agencies to reduce reporting and records to the extent feasible and a report of progress must be submitted to the White House by 31 October 1970.

4. Other items of interest:

a. Excess and Near Excess Foreign Currencies You should soon see an amendment to 6 FAM 128.1 which will state "Instructions governing the use of excess and near excess foreign currency are contained in Foreign Currency Bulletins issued periodically by the Department of State." We have provided you a copy of Foreign Currency Bulletin No. 1, dated December 7, 1964, and a summary of the contents of all 11 such bulletins issued to date.

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b. Social Security Coverage - Active Duty Training [REDACTED] brought to our attention the following "A short period of active duty for training purposes limited to less than 90 days is not considered active duty within the meaning of sections 217 (a) and (e) of the Social Security Act, and wage credits may not be granted." Ray's point was that you must pay the social security tax on active duty training pay but under the circumstance cited no retirement credit is permitted. We asked OGC to review the question and we are told this is a specific provision of law and not an interpretation by the Social Security Administration.

c. Tax Withholding on Lump Sum Payment The Director of Finance has now established the procedure with the Director of Personnel whereby a person retiring may state the percentage of his lump sum leave payment which should be withheld for federal income tax obligations. If no statement is made, the standard 20% will be withheld.

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d. Mandatory Retirement Age The CT Program officers have discovered a recurring rumor among CT's to the effect that they must retire at age 50. Those reporting the rumor are promptly set straight. Please do likewise if such rumors come to your attention.

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